



Botswana Accountancy College (BAC) is a Premium Institution with all the hallmarks of a supreme learning environment characterised by an international footprint. BAC is a highly focused business school which is continuously forging relations with renowned international partners i.e universities and global professional bodies. As a learning institute driven by the passion to excel, we are recognised for the quality of our programmes and their relevance to the needs of the economy. We subscribe fully to the growth of Botswana's human capital development agenda and are a key player in the national human resources development and skills capacity building programme. Our vision is anchored on excellence in knowledge production so if you are a professional of distinction, you need to be part of the best of the breed in the knowledge industry.

EXTERNAL VACANCY NOTICE

HEAD OF STRATEGY & INSTITUTIONAL PLANNING

(3 YEARS FIXED TERM CONTRACT) TENABLE IN GABORONE

MAIN PURPOSE OF THE JOB

To lead and direct the development and implementation of an institutional strategy designed to support institution-wide reviews, planning, budgeting, academic and administrative programme assessments, and strategic decision making. To oversee industry engagements and the penetration of new markets.

KEY PERFORMANCE AREAS

- New Opportunity Development
- Corporate Performance Management
- Strategy Creation
- Strategy Translation
- Strategic Partner Relationship Management
- Innovation and Entrepreneurship
- Industry Engagement
- Change Management

COMPETENCIES AND SKILLS REQUIRED

- Influencing Through Communication
- Business Acumen
- Business Case Development
- Project Management
- Business Reporting
- Planning, Management and Measurement
- Execution and Delivery
- Risk Management
- Financial Management
- Leading Change
- Leading Teams

EXPERIENCE AND QUALIFICATION

- Master's Degree in Strategic Management, Business Administration or relevant field.
- Membership of a relevant professional body of management services would be an added advantage.
- A minimum of ten (10) years of work experience in cross-functional areas, such as Strategy and Institutional Planning, Management analyst fields, three (3) of which should have been at managerial level.
- Experiential knowledge of relevant academic policies and regulation; Information Systems Management; Change Management; Project Management; Institutional Research and Planning; Strategy Development, Monitoring and Execution; Business Development; Industry Engagement and Product Development.

APPLICATION PROCEDURE:

All applications accompanied by cover letter, curriculum vitae and certified copies of ID and academic certificates should be emailed to recruitment@bac.ac.bw (stating the position being applied for as the subject of the email) before close of business on **23rd May 2025, 1700hrs.**

APPLICATIONS SHOULD BE ADDRESSED TO:

Head of Human Resources
Botswana Accountancy College
P/Bag 00319
Gaborone

NB: Botswana Accountancy College will enter into correspondence only with shortlisted candidates.